Utah Department of Health, Child Care Licensing
Out of School Time Program Renewal Application, Child Record Form

Program Name: **Date Review Completed:**   /   /

Program Address:

Classroom Name / Age: **Caregiver Name(s):**

Please follow the attached instructions when completing this form. Complete one form for each class/group in the Program. List all children enrolled in the class/group, including part-time children. In order for your license to be renewed, this form must be accurately completed before your Announced Inspection takes place. Your Licensing Specialist will review this completed form as part of your Announced Inspection.

	1. Child's First Name	2. Child's Last Name	3. Child's Date of Birth (mm/dd/yyyy)	4. Completed Admission Form, including child's full name; DOB; parents' name & contact information; names of authorized pick-up people (other than parents); name & phone # of emergency contact (if available); emergency medical transportation and treatment releases. Mark X for Yes or No.				5. Completed Health Assessment, reviewed, initialed by parent yearly. Mark X for Y or N.		6. Completed Transportation Permission Form, if the program transports children. Mark X for Y or N.	
1.			/ /		Yes		No	Yes	No	Yes	No
2.			/ /		Yes		No	Yes	No	Yes	No
3.			/ /		Yes		No	Yes	No	Yes	No
4.			/ /		Yes		No	Yes	No	Yes	No
5.			/ /		Yes		No	Yes	No	Yes	No
6.			/ /		Yes		No	Yes	No	Yes	No
7.			/ /		Yes		No	Yes	No	Yes	No
8.			/ /		Yes		No	Yes	No	Yes	No
9.			/ /		Yes		No	Yes	No	Yes	No
10.			/ /		Yes		No	Yes	No	Yes	No
11.			/ /		Yes		No	Yes	No	Yes	No
12.			/ /		Yes		No	Yes	No	Yes	No
13.			/ /		Yes		No	Yes	No	Yes	No
14.			/ /		Yes		No	Yes	No	Yes	No
15.			/ /		Yes		No	Yes	No	Yes	No
16.			/ /		Yes		No	Yes	No	Yes	No
17.			/ /		Yes		No	Yes	No	Yes	No
18.			/ /		Yes		No	Yes	No	Yes	No

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19.			/ /		Yes		No		Yes	No	Yes	No
20.			/ /		Yes		No		Yes	No	Yes	No
21.			/ /		Yes		No		Yes	No	Yes	No
22.			/ /		Yes		No		Yes	No	Yes	No
23.			/ /		Yes		No		Yes	No	Yes	No
24.			/ /		Yes		No		Yes	No	Yes	No
25.			/ /		Yes		No		Yes	No	Yes	No
26.			/ /		Yes		No		Yes	No	Yes	No
27.			/ /		Yes		No		Yes	No	Yes	No
28.			/ /		Yes		No		Yes	No	Yes	No
29.			/ /		Yes		No		Yes	No	Yes	No
30.			/ /		Yes		No		Yes	No	Yes	No
31.			/ /		Yes		No		Yes	No	Yes	No
32.			/ /		Yes		No		Yes	No	Yes	No
33.			/ /		Yes		No		Yes	No	Yes	No
34.			/ /		Yes		No		Yes	No	Yes	No
35.			/ /		Yes		No		Yes	No	Yes	No
36.			/ /		Yes		No		Yes	No	Yes	No
37.			/ /		Yes		No		Yes	No	Yes	No
38.			/ /		Yes		No		Yes	No	Yes	No
39.			/ /		Yes		No		Yes	No	Yes	No
40.			/ /		Yes		No		Yes	No	Yes	No
41.			/ /		Yes		No		Yes	No	Yes	No
42.			/ /		Yes		No		Yes	No	Yes	No
43.			/ /		Yes		No		Yes	No	Yes	No
44.			/ /		Yes		No		Yes	No	Yes	No

If a classroom has more than 42 children enrolled, copy and use the additional page below.

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			/ /		Yes		No		Yes	No	Yes	No
			/ /		Yes		No		Yes	No	Yes	No
			/ /		Yes		No		Yes	No	Yes	No
			/ /		Yes		No		Yes	No	Yes	No
			/ /		Yes		No		Yes	No	Yes	No
			/ /		Yes		No		Yes	No	Yes	No
			/ /		Yes		No		Yes	No	Yes	No
			/ /		Yes		No		Yes	No	Yes	No
			/ /		Yes		No		Yes	No	Yes	No
			/ /		Yes		No		Yes	No	Yes	No
			/ /		Yes		No		Yes	No	Yes	No
			/ /		Yes		No		Yes	No	Yes	No
			/ /		Yes		No		Yes	No	Yes	No
			/ /		Yes		No		Yes	No	Yes	No
			/ /		Yes		No		Yes	No	Yes	No
			/ /		Yes		No		Yes	No	Yes	No
			/ /		Yes		No		Yes	No	Yes	No
			/ /		Yes		No		Yes	No	Yes	No
			/ /		Yes		No		Yes	No	Yes	No
			/ /		Yes		No		Yes	No	Yes	No
			/ /		Yes		No		Yes	No	Yes	No
			/ /		Yes		No		Yes	No	Yes	No
			/ /		Yes		No		Yes	No	Yes	No
			/ /		Yes		No		Yes	No	Yes	No
			/ /		Yes		No		Yes	No	Yes	No
			/ /		Yes		No		Yes	No	Yes	No

25 April 2010   Program Initials: